

To strengthen
and promote
cities as centers
of opportunity,
leadership, and
governance.



**National League
of Cities**

1301 Pennsylvania Ave., N.W.
Washington, DC 20004-1763
202-626-3000
Fax: 202-626-3043
www.nlc.org

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September 15, 2004

SEP 20 2004

The Honorable John Howe
Mayor of Sunnyvale
PO Box 3707
Sunnyvale, CA 94088

Dear Mayor Howe:

Congratulations on winning the Silver Award for the 2004 James C. Howland Awards for Municipal Enrichment in the 50,000 – 150,000 population category. There are many activities planned to honor your award. To adequately prepare for the presentation of your award at the Congress of Cities and to facilitate the celebration, we want to assist you by providing the following information:

- The James C. Howland award ceremony will take place in front of conference attendees during the general session at the Congress of Cities conference in Indianapolis and for either the morning of Thursday, December 2nd or Friday, December 3rd. Because the Congress of Cities program is still under development, I can not give you the exact date. You will be notified as soon as a date has been selected. It would be a great honor if you could personally be in attendance to receive your city's award. Please contact me and let me know whether you or a representative from your city will be in Indianapolis, IN, to accept this prestigious award.
- We need the name, address, telephone, and tax identification number of the non-profit organization designated to receive the \$1,000 check; also include the name of the executive director or chief administrative officer of that organization. Please send me this information no later than September 29th.
- All winners are encouraged to participate in the City Showcase at the Congress of Cities to promote their city and winning program. The deadline has been extended to October 5, to allow time to register. Free booth space and two complimentary conference registrations will be available only if you decide to exhibit at the City Showcase. Information is enclosed providing you with essential contact information.

Past Presidents: Karen Anderson, Mayor, Minnetonka, Minnesota • Clarence E. Anthony, Mayor, South Bay, Florida • William H. Hudnut, III, Vice Mayor, Town of Chevy Chase, Maryland • Sharpe James, Mayor, Newark, New Jersey • Brian J. O'Neill, Councilman, Philadelphia, Pennsylvania • **Directors:** Lorraine Anderson, Councilmember, Arvada, Colorado • Ronald Bates, Mayor Pro Tem, Los Alamitos, California • Phil Bazemore, Mayor Pro Tem, Monroe, North Carolina • Daniel Beardsley, Jr., Executive Director, Rhode Island League of Cities and Towns • Conrad W. Bowers, Mayor, Bridgeton, Missouri • Rozelle Boyd, Councilor, Indianapolis, Indiana • Kenneth Bueche, Executive Director, Colorado Municipal League • Leo V. Chaney, Jr., Councilmember, Dallas, Texas • Roger C. Claar, Mayor, Bolingbrook, Illinois • Roosevelt Coats, Council Member, Cleveland, Ohio • Lisa Dooley, Executive Director, West Virginia Municipal League • C. Virginia Fields, Manhattan Borough President, New York, New York • Clay Ford, Jr., Mayor Pro Tem, Gulf Breeze, Florida • Del Haag, Councilmember, Buffalo, Minnesota • S. Ellis Hankins, Executive Director, North Carolina League of Municipalities • Ken Harward, Executive Director, Association of Idaho Cities • Lester Heitke, Mayor, Willmar, Minnesota • Ruth Hopkins, Councilmember, Prairie Village, Kansas • Ted Jennings, Mayor, Brewton, Alabama • Willa Johnson, Councilwoman, Oklahoma City, Oklahoma • Helen Kawagoe, City Clerk, Carson, California • Joseph Maestas, Councilor, Española, New Mexico • Cynthia McCollum, Council Member, Madison, Alabama • Rudolph McCollum, Jr., Mayor, Richmond, Virginia • Don Moler, Executive Director, League of Kansas Municipalities • Carlton Moore, Commissioner, Fort Lauderdale, Florida • Joe Moore, Alderman, Chicago, Illinois • Nancy Nathanson, Councilmember, Eugene, Oregon • Kathleen M. Novak, Mayor, Northglenn, Colorado • Alex Padilla, City Council President, Los Angeles, California • Bart Peterson, Mayor, Indianapolis, Indiana • Margaret Peterson, Councilmember, West Valley City, Utah • Terry Riley, Council Member, Kansas City, Missouri • John Russo, City Attorney, Oakland, California • Jeanie E. Smith, Executive Director, Mississippi Municipal League • Shep Stahel, Deputy Mayor Pro Tem, Plano, Texas • Ted Tedesco, Mayor, Ames, Iowa • Liberato Silva, Vice Mayor, Flagstaff, Arizona • Dan Thompson, Executive Director, League of Wisconsin Municipalities • Dick Traini, Assembly Chairman, Anchorage, Alaska

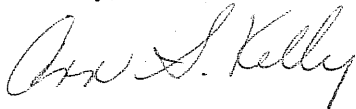
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September 15, 2004
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- Two or three pictures of your winning program are needed to supplement future articles, press releases and presentations at CoC . Please email them to me at Kelly@nlc.org. We will begin writing features on your winning program as soon as we receive the pictures.
- If you would like us to provide press release information to your local reporter or newspaper, please send me the contact information and I will forward this information to NLC's media relations department who will send information.

My office hours are Monday through Friday, 8:00AM to 4:00 PM and my direct phone number is (202) 626-3139, e-mail Kelly@nlc.org. I look forward to working with you over the next several months. Please contact me if you have any questions or need clarification on the upcoming events.

Congratulations again for being a winner in the 2004 James C. Howland Awards.

Sincerely,



Ann Swing Kelly
Howland Awards Coordinator

Enclosure